



# Rail Operator Access Seeker Application Form

COFO-017 | Revision 01

## Application Details:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

ABN: \_\_\_\_\_

ACN: \_\_\_\_\_

Contact person(s) \_\_\_\_\_

Name: \_\_\_\_\_

Address for  
correspondence: \_\_\_\_\_

Email: \_\_\_\_\_

Fax: \_\_\_\_\_

Please **tick** to indicate inclusion of the following information in support of the application:

### 1. Details of the Services required:

Origin and Destination of each service sought.

Frequency of service(s) (estimated number of services per day, days of operation, days of operation per year.)

Indicative departure time and arrival time for each service.

Whether or not the service requires a change to the currently applicable Normal Hours as detailed in our Network Service Plan.

Description of any other special conditions required to operate the service, required performance standards or frequency.



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### 2. Details of the rolling stock and freight.

Details of freight including, type, estimated annual tonnage, seasonal variation, handling requirements (including hazardous substance details) and any specific operational requirements.

Typical consist for each service. Loaded weight, empty weight and tare weight

Specifications of all rolling stock including:

Weights.

I. including fully fuelled for locomotives

II. including loaded weight and tare weight for wagons

Dimensions.

Engineering certification by an appropriately qualified engineer confirming that the rolling stock is suitable for operation on our network.

Detailed drawing of the rolling stock over an outline of the Railways of Australia Rolling Stock Outline Templates is to be provided. The drawing should show the value of tolerances at critical locations and any exceedences (of a nature as detailed in attachment A)

A drawing of the kinematic outline for each type of rolling stock should also be provided.

Axle loads.

Performance characteristics.

### 3. Route Knowledge

Details of driver route knowledge training that the access seeker has undertaken.



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### 4. Term of agreement proposed

Details of the term of the agreement sought and any special provisions.

Commencement date for the proposed agreement.

### 5. Financial capacity

Evidence of financial capacity.

Evidence by way of certificate of currency of insurance confirming coverage in the sum of \$250,000,000.00 for Public and Products Liability. The certificate of currency must:

- Be issued and signed off by an insurer or broker
- Provide a policy number
- Name the Access Seeker as the insured party
- Detail the period of insurance
- Confirm the nature of the operations covered. (i.e. the insured's business)
- Confirm the limits of liability
- Detail the name/s of Insurer/s

OR

Confirmation such evidence will be provided prior to accessing the network.

### 6. Competency and capacity

The Access Seeker is to provide a Copy of their Certificate of Accreditation as an Operator on the Victorian Network.

OR

Confirmation such evidence will be provided prior to accessing the network.



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### 7. Additional Information requirement for interconnection or upgrade applications

Any need for conditional or surge capacity based on historical usage patterns, market characteristics or other constraints such as shipping.

Any anticipated change in demand associated with a commitment to upgrade or expand capacity.

### 8. Application Fee

When forwarding any application the Access Seeker is required to forward the application fee of \$825.00 (Inclusive of GST) payable to V/Line Passenger Pty. Ltd. This fee will not need to be paid if it was already paid by the Access Seeker when the Access Seeker sought further information.

### 9. TAC Agreement

Confirmation that the Access Seeker will enter a TAC Agreement with us. This requires that they will fully co operate in the event of an incident where TAC is applicable.

### 10. Emergency Management Compliance Plan

The Access Seeker must provide an Emergency Management Compliance Plan (EMCP). This EMCP must detail how the Access Seeker will comply with the V/Line Emergency & Crisis Management Plan.

### 11. Environmental Management Plan

The Access Seeker must provide an Environmental Management Plan. Although the contract states that the access seeker must provide this within 14 days of entering into the agreement this plan should nevertheless be requested from the access seeker at this point.

### 12. Procedures and Operational Control

The Access Seeker must provide details of their procedures for operational control which will detail matters including (but not limited to) means of preventing overloading or over speed operations.



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### 13. Procedures and Operational Control

The Access Seeker must provide details of their procedures for operational control which will detail matters including (but not limited to) means or preventing overloading or over speed operations.

### 14. Risk Assessments

The Access seeker must provide copies of its risk assessments relevant to its current and intended operations.

### 15. Crews

The Access Seeker must provide details of its operating crews training and competence. Information provided should include:

Evidence of the training that crews have undertaken

Detail as to who provided crew training

Confirmation of route knowledge for the paths to be requested

### 16. Other

Any other information that the Access Seeker considers may assist V/Line to assess the application

### Statement

This is an application made in accordance with the Access Arrangement made by the Essential Services Commission of Victoria, in respect of V/Line Passenger, dated 29th June 2009.

DATE .....

POSITION .....

SIGNATURE .....